

CANADA

PROVINCE OF QUEBEC

EASTERN SHORES SCHOOL BOARD

The regular meeting of the Executive Committee of Eastern Shores School Board was held at the Administrative Office of the Board at 40 Mountsorrel, New Carlisle, Quebec on Thursday April 26, 2018, at the hour of 6:00 p.m. The following persons were present:

COMMISSIONERS: W. Gifford, Chairperson  
M. Clarke – Vice Chair  
K. Dickson  
K. Eldridge (VCN)  
G. Hayes  
D. Gray  
R. Mundle  
D. Bourgouin  
M. Beaulieu

PARENT-COMMISSIONERS: K. Mackenzie  
M. Howatson

DIRECTOR GENERAL: H. Miller  
ASSISTANT DIRECTOR GENERAL: S. Ward; Director of Finance  
INTERIM SECRETARY GENERAL: D. Paulson (Absent)

OTHERS: N. Doddridge; Director of Human Resources (Absent)  
L. Mosher; Director of Education Services  
T. Renouf; Superintendent of Services

RECORDING SECRETARY: L. Woodman

ABSENT: G. Briand, C. Carney,

W. Gifford, Chair, called this regular meeting of the Executive Committee to order and welcomed everyone present.

1. **APPROVAL OF AGENDA**

E18-04-420 It was moved by K. Dickson that the agenda for this regular meeting of the Executive Committee of the Eastern Shores School Board be approved. CARRIED

2. **READING OF THE MINUTES**

2.1 **March 20, 2018**

E18-04-421 It was moved by M. Clarke that, whereas the minutes of the regular meeting of the Executive Committee of the Eastern Shores School Board, held on March 20, 2018 were circulated six hours prior to the meeting in accordance with article 170 of the Education Act, the Secretary General be excused from the reading of same. CARRIED

3. **APPROVAL OF MINUTES**

3.1 **March 20, 2018**

E18-04-422 It was moved by K. Eldridge that the minutes of the regular meeting of the Executive Committee of Eastern Shores School Board held on March 20, 2018 be approved. CARRIED

**4. BUSINESS ARISING FROM THE MINUTES**

No Items

**5. FINANCIAL SERVICES**

**5.1 Invoices of \$5,000**

E18-04-423 It was moved by M. Clarke to approve the list of Invoices of \$5000.00 for payment. (list on file) CARRIED

**5.2 Accounts Payable**

E18-04-424 It was moved by K. Eldridge that the following accounts payable be approved:

- Dated March 30, 2018 in the amount of \$ 1,727,94.54
- Dated April 13, 2018 in the amount of \$ 840,137.69
- Dated April 30, 2018 in the amount of \$ 1,207,699.62

CARRIED

**6. DIRECTOR GENERAL**

**6.1 Director General Report**

Refer to Council of Commissioners

**7. HUMAN RESOURCES**

**7.1 Staffing Plan**

E18-04-425 It was moved by K. Dickson to accept the Staffing Plan as presented for the 2018-2019 School Year. Report on file. CARRIED

**7.2 Leave of Absence of 100% 2018-2019**

E18-04-426 It was moved by M. Clarke to approve the following LOA's of 100% for the 2018-2019 school year:

- Employee #1566 is requesting a 100% leave of absence from her teaching position at Gaspé Elementary School for the 2018-2019 school year.
- Employee #1030 is requesting a 100% leave of absence from her teaching position at Grosse Isle High School for the 2018-2019 school year.
- Employee # 1015 is requesting a 100% Leave of absence from her teaching position at Flemming Elementary School for the 2018-2019 school year.

CARRIED

**7.3 Leave of Absence of 100% 2018-2019**

E18-04-427

It was moved by M. Clarke to refuse the following LOA's of 100% for the 2018-2019 school year:

- Employee # 1744 is requesting a 100% leave of absence from his teaching position at Baie Comeau High School for the 2018-2019 school year.
- Employee # 2009 is requesting a 100% leave of absence from her teaching position at Metis Beach School for the 2018-2019 school year.
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- Employee #1409 is requesting a 100% leave of absence from her teaching position at Metis Beach School for the 2018-2019 school year.
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- Employee # 0256 is requesting a 100% leave of absence from her teaching position at Baie Comeau High School for the 2018-2019 school year.

CARRIED

**7.4 Leave of Absence of less than 100% 2018-2019**

E18-04-428

It was moved by K. Dickson to approve the following LOA's of less than 100% for the 2018-2019 school year:

- Employee # 1368 is requesting a 20% leave of absence from her teaching position at Gaspé Elementary School for the 2018-2019 school year. Reduced workload.
- Employee # 1656 is requesting a 16.67% leave of absence from her teaching position at New Richmond School for the 2018-2019 school year to work at NCHS at 83.33% (while on loan of service from NRHS).
- Employee # 0902 is requesting a 20% Leave of Absence from his teaching position at New Richmond High School for the 2018-2019 school year. Reduced Workload
- Employee #0992 is requesting a 10% leave of absence from her teaching position at St. Patrick's School for the 2018-2019 school year. Take off as days.

CARRIED

**7.5 Leave of Absence of 30 days**

E18-04-429

It was moved by K. Dickson to approve the LOA of more than 30 days from MBS for Employee #1409, April 27, 2017 to June 29, 2018 for the current school year.

CARRIED

**7.6 Abolishment of Positions:**

E18-04-430

It was moved by K. Dickson to approve the abolishment of the following positions:

School	Hours per week	Classification	Abolishment date
BCHS	25 hrs/wk	Administrative technician	2-Jul-18
GPS	25 hrs/wk	Administrative technician	2-Jul-18
NRHS	10 hrs/wk	Recreation Activities Technician	2-Jul-18
NRHS	10 hrs/wk	Administrative technician	2-Jul-18
NCHS	25 hrs/wk	Administrative technician	2-Jul-18
MBS	5 hrs/wk	Administrative technician	2-Jul-18
MBS	20 hrs/wk	Administrative technician	2-Jul-18
GIHS	20 hrs/wk	Administrative technician	2-Jul-18
GIHS	25 hrs/wk	Recreation Activities Technician	2-Jul-18
FES	20 hrs/wk	Administrative technician	2-Jul-18

<b>Support Staff -Caretaker Class II</b>			
NCHS	20 hrs/wk	Caretaker Class II	2-Jul-18
NCHS	20 hrs/wk	Caretaker Class II	2-Jul-18
NCHS	20 hrs/wk	Caretaker Class II	2-Jul-18

CARRIED

**7.7 Engagement of Caretaker Class II**

E18-04-431

It was moved by M. Clarke to post for a 100% regular full time Caretaker class II position at New Carlisle High School for 38.75 hrs/week (full-time)

CARRIED

**7.8 Engagement of Caretaker Class II**

E18-04-432

It was moved by M. Clarke to post 54.8% regular part time Caretaker class II position at New Carlisle High School for 21.25 hrs/week (part-time)

CARRIED

**8. TRANSPORTATION**

Information only

9. **EDUCATION SERVICES**

9.1 **OUT OF PROVINCE TRAVEL**

E18-04-433

It was moved by M. Clarke to approve the following Out of Province Travel:

- Nadine Savage (St Pat's) – Niagara ON – July 3-8, 2018 – AIM Summer Institute International.
- Zachary Likely (GPS) – Niagara, On – April 24-27, 2018 – Connect Conference (Learning & Technology) – Funding: GPS NANS
- Kerrilee Drohan (GPS) – Niagara ON – April 24-27, 2018 – Connect Conference (Learning & Technology) – Funding: PIC
- Kathy Carroll (NRHS) – Fredericton, NB – May 8 & 9, 2018 - Behavioral Intervention Workshop - Funding: PIC
- Jennifer Roy, Eugene Willett, Marie Joelle Allard – Atlantic Native Teachers Education Conference – Fredericton NB -May 16-18, 2018 – Funding NRHS NANS
- Marjorie McRae & Richard Jalbert – Charlottetown PEI – May 5-9, 2018 – CASP-I– Funding: International Recruitment.
- Sheryl Hayes – Fredericton, NB – May 4-10, 2018 – Funding: PIC
- Crystal Aubie & Leah Dobson (Attendant) – Fredericton, NB – May 8-9, 2018 – ABA Workshop.

CARRIED

10 **VARIA**

10.1 **Building Committee**

Comments were given on the lack of attendance at the last Committee meeting.

10.2 **Words of Sympathy to the Renouf Family**

M. Clarke extended sympathy on behalf of the Commissioners and the Board to the family of the late Rhoda Sawyer–Renouf pointing out that there are five members of the Renouf family employed by ESSB.

10.3 **Expressions of Sympathy protocol**

It was suggested that ESSB explore possible Expression of Sympathy protocols. Information to follow.

11. **ADJOURNMENT 6:38 p.m.**

E18-04-434

It was moved by M. Clarke that there being no further business the meeting adjourn.

CARRIED

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Secretary General

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Chairperson